

## **SAMPLE LETTER REQUESTING PHASE I SERVICE FROM WIRELESS CARRIER**

Dear (wireless carrier name)

As the coordinator of 9-1-1 services in (your area), I am pleased to issue this formal request for information on how your company will comply with the Phase 1 obligations of the Federal Communications Commission (FCC) E9-1-1 Report & Order, Number 94-102.

As you know, the FCC's Wireless E9-1-1 Report requires that your company provide Automatic Number Identification (ANI) and Automatic Location Identification (ALI) within six months of receipt of a formal request from the local Public Safety Answering Point (PSAP). This is my organization's first step in that direction.

I must know how much the service is going to cost and who is going to be responsible for the cost recovery. Also, I need to know what impact it will have on my current system configuration. I would appreciate an analysis and overview of expected one-time and ongoing operational costs associated with the provision of ANI and ALI services. In addition, I would like to understand your network implementation plans for this service.

I look forward to working with your company to improve the quality of wireless E9-1-1 services for your customers and the citizens of this area. I encourage you to contact my office immediately with the name of the person we may contact to discuss logistics, funding and other technical and non-technical concerns.

My hope is that we can develop a productive and positive working relationship in the coming months and years, and that we can continue to work together to improve the quality, reliability and effectiveness of wireless E9-1-1 services.

Please contact me at (your number) to discuss these issues in more depth.

Thank you for your assistance.

Best Regards,

(your name & title)